

Process Name: Accounts Receivable		Process Identifier: AR	
Sub-Process Name: Collection		Sub-Process Identifier: AR-6	
Sub-Process Purpose and Objectives: To collect for returned checks.			
Sub-Process Description: The State uses STARS and manual processes to track and collect returned checks. The Bank returns checks returned for insufficient funds or closed accounts to treasury. Treasury records the necessary receivable for these transactions (N-Batch). The JV is then reviewed corrected and posted by Statewide Accounting (Accounts). Treasury makes a determination if the check is eligible to be sent to a collection agency. If so, the check is forwarded to the appropriate collection agency. If the collection agency collects the funds, they are sent through the ACH deposit process. If the funds are not collected within an appropriate time, or if they were not eligible to be sent to a collection agency, then the check is returned to the originating agency for collection efforts. If the funds are collected by the agency, they are deposited along with the cash or check deposit process. If these checks are not collected, they are sent through the write-off process.			
Sub-Process Trigger(s): <ul style="list-style-type: none">Returned Check		Key Sub-Process Participants: <ul style="list-style-type: none">AgencyTreasuryStatewide AccountingBankCollection Agency	
Inputs:			
Input	Format	Volume/Time	Suppliers
Returned Checks	Manual	4300 per year	Bank
Outputs:			
Output	Format	Volume/Time	Recipients

Process Name: Accounts Receivable		Process Identifier: AR	
Sub-Process Name: Collection		Sub-Process Identifier: AR-6	
Performance Measures Tracked:			
Measure	Approx. Value	Target Value	
None			
Laws, Regulations, and Policies That Govern Sub-Process: Same as other financials			
Current Sub-Process Issues/Problems:			
Improvement Opportunities:			
Opportunity <i>Merge cells to link one Opportunity to multiple impacts</i>		Organizational Impacts <i>(Individually list and describe laws [L] regulations [R], and policies [P], as well as cultural [C] considerations for each opportunity)</i>	
Interface RIPS detail into FDAS		System change and minor training required	C
Applications that Support the Sub-process			
Application Name(s) <i>(Internal name and vendor's name)</i>		Technology Description <i>(Programming vendor, language, platform, database, etc.)</i>	
Statewide Accounting and Reporting System (STARS)		STARS is KPMG's mainframe governmental accounting system. It is written in COBOL and uses an IMS database.	

